

Subject: First Choice Coffee Maker

From: Elisabeth Cutler <ecutler@downtownla.com>

Date: 05/26/2017 09:18 AM

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Hi All:

Please be advised that the coffee maker is not working – it's not producing any hot water. I've called First Choice and they are working to get someone to look at the unit later today.

Sorry for the inconvenience and of course, I'll keep you posted. Thank you.

Elisabeth Cutler

Executive Assistant to the President & CEO

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